

**S E C R E T**

27 February 1962

Minutes of Third Meeting of the ICGWG  
14 February 1962

1. The third meeting of the Intelligence Collection Guidance Working Group was held at 2:00 PM on 14 February 1962. Those attending were:

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2. The draft minutes of the second meeting were reviewed and the consensus of those present was to be more moderate in stating the case for or against the OCI Country Handbook and OO/CD's expressed desire for a composite country handbook. Consequently 4 c and d are reworded as follows:

"4 c: The OCI Country Handbook was an extremely helpful publication to those who needed the basic, NIS type of information in a hurry. Chapter I of NIS goes part way towards filling this need but it is apt to be outdated and does not cover all countries. The OCI handbook was first produced in 1953 to aid those who briefed the White House and at first it was given a very limited distribution. With the exception of one revision in 1961 there has been no action to produce or revise since December 1960. Plans do not preclude resumption but at present this capability does not exist within OCI."

"4 d: OO/CD's desire for "a composite country handbook... containing all intelligence needs on that country," merits further study at a later date, probably when we know better how useful this would be to DIA collectors. DD/P has its own approach to this problem, as noted in paragraph 6b."

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3. DD/P requested that paragraphs 6 b and d be changed as follows:

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"6b: As the demand arises DD/P, with the assistance of appropriate consumers, produces its own form of country handbook. [ ] cited the FE handbook on China as an excellent example of this type of cooperative venture. Although ORR provided the major input, all appropriate consumers had a hand in the final product."

"6d: SR, EE and FE are the principal users of the various types of guidance provided by the community. This is understandable as their areas embrace the most important intelligence targets. These divisions support the other divisions, including guidance for the Liaison Services, as those other divisions develop a potential against SR, EE and FE targets."

4. It was agreed that paragraph 8, which consists of the Chairman's post meeting summary of particular aspects of the meeting, should be dropped from the minutes. In the future such observations will be forwarded to the Chairman, CRAG, in memorandum form.

5. The results of the "duplication" and "format" studies conducted by the ORR and OSI members were presented in the attached memorandum. Discussion elicited the fact that although the major problem is duplication between CIA and DIA, instances of duplication do exist within CIA. Elimination of internal CIA duplication will be the subject of a recommendation.

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6. [ ] suggested that consideration be given to producing single CIA guides containing separate "Scientific" and "Economic" sections. Although such a move will require further study, ICGWG endorses the principle. ICGWG also iterated the advisability of separation of questions designed to develop or elicit information from the type of background intended for guidance.

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7. Although transcending the immediate responsibility of ICGWG, note should be made of two aspects of uncoordinated guidance which, while of particular concern to the clandestine services within CIA, may apply equally to other, overseas collectors. The first is the issuance of a guide on an important, technical subject when such a guide does not contain all available information on the subject. Several instances of such parochial approaches to important subjects were cited and recognized to be extremely confusing to collectors. The majority of the ICGWG members expressed a sentiment against insisting that each such guide bear the imprimatur of EIC, SIC, JAEIC, etc., but did desire a statement that each paper had been thoroughly coordinated.

8. The second aspect requiring coordination is the matter of priority. PNIO, IPC and similar statements to the contrary notwithstanding, clandestine collectors feel that on occasion and in certain areas an inordinate amount of time is spent before it is learned that the "sales talk" has far exceeded the real need for information.

25X1A 9. Germane to the matter of priority is that of the possible improper tasking of collection facilities. Some of this could come about through excessive dissemination and subsequent misuse of guides. [ ] feels that this is under control but he will report on the subject at the next meeting.

25X1A 10. At the next meeting ICGWG will also consider a paper to be prepared by [ ] on the subject of terminology. Objective: to get unanimous CIA agreement on such terms as, "guide," "gap," "manual," "handbook," "requirement," "general requirement," etc., before discussing terminology with DIA.

11. The Chairman will also be prepared to present for consideration his views on "accountability."

[ ]

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**Chairman  
ICG Working Group**

**Distribution:**

- 2 - each ICG Working Group Member
- 4 - Staff/SI

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